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**FORT CAMPBELL ENVIRONMENTAL HANDBOOK**  
**Guidance and Instruction**  
**SCRAP METAL TURN-IN PROCEDURES**  
**(TAB 16)**

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December 2003

**1. Purpose and Scope:**

The purpose of this bulletin is to provide information on the turn-in procedures for scrap metals.

**2. Reference:** DoD 4160.21-M and PBD 412.

**3. Definitions:** None

**4. General:**

a. Scrap metals are usually generated by construction and demolition projects, retrofitting requirements, operation and maintenance duties and determining government materials surplus throughout the installation.

b. In order for scrap metals to be recycled, they must be turned in at the DRMO (located at 5<sup>th</sup> Street and Oregon).

1) Small amounts of unpainted scrap metal may be delivered to the Convenience Centers.

2) Aluminum beverage containers should be delivered to the Recycle Center on Desert Storm Ave. They pay fair market value directly to the individual delivering the containers.

c. The sale of scrap metals generates money for the installation and its soldiers; as well as, aids the installation in reaching its goal of a 40% diversion of a non-hazardous solid waste from landfills by the year 2005.

**5. Responsibility:**

a. The EQO is responsible for:

1) Disseminating the information in this Guidance and Instruction to all parties in his/her unit.

2) Ensuring his/her unit is recycling scrap metals to the maximum extent feasible.

b. PWBC, Environmental Division, is responsible for periodically checking compactors, containers and dumpsters to determine if these provisions are being followed. Infractions will be recorded on photographs and reported to the chain of command.

**6. Instructions:**

a. Scrap metals should be segregated into heavy gage steel (greater than 1/8 of an inch thick), light gage steel (less than 1/8 of an inch thick), aluminum, copper and brass (no ammo or ammo residue) BEFORE delivery to the DRMO.

b. Ensure load of scrap meets standards. If unsure what qualifies, please call DRMO & request a site visit. DRMO will visit your site & provide assistance prior to you loading the metals.

c. Weigh load at the DRMO scales.

d. Unload material at the scrap yard as instructed.

e. Weigh empty vehicle to determine net weight of scrap metal.

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- f. Return weight ticket to attendant at scrap yard.

**7. Additional Guidance:**

- a. For additional guidance and information, and answers to your questions, contact Solid Waste & Recycling Program Manager, PWBC Environmental Division, 798-9782.
- b. For future reference, place this document behind *Tab Number 16* in your Fort Campbell Environmental Handbook.